

**WASHINGTON BOROUGH PLANNING BOARD  
MINUTES OF REORGANIZATION MEETING HELD ON  
FEBRUARY 12, 2018**

The regular meeting of the Washington Borough Planning Board was called to order by Chair VanDeursen at 7:30 P.M. in the second floor Court Room/Council Chambers of the Borough Hall. Chair VanDeursen read the following statement into the record: "The requirements of the "Open Public Meetings Law", P.L. 1975, Chapter 231, have been satisfied in that adequate notice of this meeting has been published in the Star Gazette and posted on the Bulletin Board of the Borough Hall stating the time, place and purpose of the meeting as required by law." Chair VanDeursen led the Board in the Pledge of Allegiance.

Cynthia Valle, Matt Lopez, Patricia Post and Dan Aron were sworn in before the start of the meeting.

**ROLL CALL:** Present: Valle, Post, Aron, Higgins,  
Frascella, Lopez, VanDeursen  
Absent: Turner  
Also Present: Steven Gruenberg, Attorney  
Stan Schrek, Board Engineer

**ELECTION OF OFFICERS:**

Nomination for Planning Board Chair. Motion by Higgins, seconded Post to nominate Marianne VanDeursen as Planning Board Chair. Motion to close. All in favor. Motion to appoint Marianne VanDeursen as Chair. All in favor.

Nomination for Planning Board Vice-Chair. Motion by Aron, seconded by Higgins to nominate Dan Frascella as Planning Board Vice-Chair. Motion to close. All in favor. Motion to appoint Dan Frascella as Vice-Chair. All in favor.

Nomination for Planning Board Secretary. Motion by VanDeursen, seconded by Higgins to nominate Patricia Post as Planning Board Secretary. Motion to close. All in favor. Motion to appoint Patricia Post as Board Secretary. All in favor.

Nomination process for Planning Board Assistant Secretary. Motion by Frascella, seconded by Higgins to nominate Dan Aron as Planning Board Assistant Secretary. Motion to close. All in favor. Motion to appoint Dan Aron as Board Assistant Secretary. All in favor.

**PROFESSIONAL APPOINTMENTS FOR 2018:**

Board Attorney, Board Engineer and Board Planner for 2018:

It was moved by Higgins, seconded by Valle to appoint Steven Gruenberg as Planning Board attorney, Stan Schrek as Planning Board Engineer and Heyer, Gruel & Associates as Planning Board Planner.

ROLL CALL: Valle, Post, Aron, Higgins,  
Frascella, Lopez, VanDeursen  
Ayes: 7; Nays: 0; Abstentions: 0  
Motion carried

**APPOINTMENT OF COMMITTEES:**

Committees for 2018: Budget/Finance, Soil, Technical Review

The Board decided to hold off on committee appointments until the Boards are combined.

The issue will be discussed at the next Council meeting.

**REORGANIZATION RESOLUTIONS:**

Motion by Higgins, seconded by Valle to adopt the reorganization resolutions (Open Public Meetings Act, Meeting Schedule for 2018) with changes.

ROLL CALL: Valle, Post, Aron, Higgins,  
Frascella, Lopez, VanDeursen  
Ayes: 7; Nays: 0; Abstentions: 0  
Motion carried

**APPROVAL OF MINUTES:**

Regular Meetings of December 11, 2017: It was moved by Higgins seconded by Valle to approve the minutes with the correction of a typo.

ROLL CALL: Valle, Post, Aron, Higgins,  
Frascella, Lopez, VanDeursen  
Ayes: 7; Nays: 0; Abstentions: 0  
Motion carried.

**RESOLUTION: None**

**APPLICATIONS:**

A. Titus/Phillips - Letter from Alan Lowcher regarding extension of time

It was moved by Higgins, seconded by Valle to approve the extension of time for the applicant.

ROLL CALL: Valle, Post, Aron, Higgins,  
Frascella, Lopez, VanDeursen  
Ayes: 7; Nays: 0; Abstentions: 0  
Motion carried.

**OLD BUSINESS: None**

**NEW BUSINESS: None**

**REPORTS OF OFFICERS AND COMMITTEES: None**

**UNAGENDIZED STATEMENTS:**

No members of the public were present.

Public portion closed. All in favor

Pat Post noted the lights on the front windows of Muhisan's Bakery on Rt. 31S. Matt Lopez stated that he would look into it.

Dan Aron asked about Paramount Properties. Matt Lopez stated that the new owner is aware of the non-conformity issue. Mayor Higgins suggested that a letter be sent to the new owner. Attorney Gruenberg stated that the Zoning Officer deals with enforcement. Mayor Higgins ask the clerk to send him all of the information regarding the non-conformity.

Mayor Higgins stated that he had a meeting with the DEP to discuss the reclass of the Shabbecong Creek. The meeting went well.

**COMMUNICATIONS:**

Letter from Attorney Gruenberg regarding Senate Bill #3233 limiting bonds. The land use ordinance should be updated. Mr. Schreck stated that the Builder' Association has been working on this for a few years.

NJ Planner: No discussion. Motion to receive and file. All in favor.

**ADJOURNMENT:**

The meeting was adjourned at 8:20 p.m.

Respectfully submitted by Patricia L. Titus, Planning Board Clerk